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| **Building Better Opportunities Black Country****Family Poverty Strand****Delivery Partner Expression of Interest Form** |

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**What is Building Better Opportunities Family Poverty Strand?**

Building Better Opportunities (BBO) is a new multi-million pound funding programme which matches money from the European Social Fund and Big Lottery Fund to tackle poverty and social exclusion faced by the most disadvantaged people in England. **The funding must be used to help adults who are unemployed or economically inactive into work.**

In the Black Country, BBO will deliver aspects of the Black Country Local Enterprise Partnership’s EU Structural and Investment Funds Strategy and has been split into four Project Outlines.

Following a competitive process, Black Country Together C.I.C. (BCT) has been invited to submit a Stage 2 application to act as Lead Organisationfor a partnership to deliver the **Family poverty including troubled families Project Outline**.

Following an initial selection of Delivery Partners **we have identified a need for further provision in Walsall and Wolverhampton** and are now inviting expressions of interest from organisations who wish to deliver activities in these Boroughs. **We are seeking a maximum of four additional partners to deliver activities worth up to £150,000 over three years (up to £50,000 a year).**

This is a **competitive process** and decisions will be made by a panel comprising members of BCT and independent experts. The following criteria will be used to assess expressions of interest:

* The project activity is relevant to the project outline
* The project activity will add value to and complement existing services and activities
* The project activity will help bring about the targets and results in the project outline, and meet the ESF cross-cutting themes
* The applicant has demonstrated its reach into the target communities and a clear understanding of the needs and barriers faced by the different people who will benefit from the project activities
* The applicant has the necessary skills, experiences and resources to manage the project activity successfully, including effective project monitoring and financial management of ESF funding.

**BCT has been invited to submit a full project plan to Big Lottery Fund who will make a decision on funding our project in May 2016. Therefore, at this stage, selection onto Black Country Together’s BBO Partnership is not a guarantee funding.**

**Who should complete an expression of interest?**

Before beginning your expression of interest, we strongly recommend you read the the Family Poverty including troubled families Project Outline:

<https://www.biglotteryfund.org.uk/global-content/programmes/england/building-better-opportunities/black-country>

and the BBO Programme Guidance:

[www.biglotteryfund.org.uk/global-content/programmes/england/building-better-opportunities](https://www.biglotteryfund.org.uk/global-content/programmes/england/building-better-opportunities)

We are seeking organisations who can add further value and reach to our existing partnership and help deliver the Project Outline outcomes, outputs and results specifically in **Walsall and Wolverhampton**.

**We will not consider expressions of interest for work substantially outside of Walsall and Wolverhampton, or expressions of interest for additional work from organisations who have already been confirmed as a BCT Delivery Partners.**

Organisations who were unsuccessful in the first round may wish to reapply taking on any feedback provided.

**Completing this form**

Closing date for submitting expressions of interest is **5pm, Thursday 4 February. Expressions of Interest received after this time may not be considered.**

We will only accept forms electronically which should be emailed to info@blackcountrytogether.info with the heading “BBO Delivery Partner Expression of Interest”.

If you require further information please contact us via the email addresses above.

**Part One: About your organisation**

**Section 1 – Organisation Details**

1. **What is the full legal name of your organisation, as shown on your governing document?**

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|       |

1. **Trading name (if different from above)?**

|  |
| --- |
|       |

1. **What is the main or registered address for your organisation?**

|  |  |
| --- | --- |
| Building name |       |
| Building number |       |
| Street |       |
| Town or city |       |
| Postcode |       |
| Phone number |       |

1. **What type of organisation are you?** (Select all that are relevant)

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  | Constituted community group | [ ]  | Registered charity |
| [ ]  | Company limited by guarantee | [ ]  | Company limited by shares |
| [ ]  | Community interest company | [ ]  | Sole trader |
| [ ]  | Further or higher education | [ ]  | School / Academy |
| [ ]  | Local authority | [ ]  | NHS Foundation / Health body |
| [ ]  | Other (Please specify): |  |  |
|       |

1. **Which local authority area(s) do you currently deliver relevant provision in? (tick all that apply)**

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  | Dudley | [ ]  | Sandwell |
| [ ]  | Walsall | [ ]  | Wolverhampton |

1. **Give any reference or registration numbers you have:**

|  |  |
| --- | --- |
| Charity Commission for England and Wales |       |
| Companies House  |       |
| School reference number |       |

1. **Is your organisation independent, or a branch or department of a larger organisation?**

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  | Independent | [ ]  | Branch or department |

If you are a branch we may ask the larger organisation to accept overall responsibility for any funding you receive.

1. **How many people are on the board or committee that runs your organisation?**

|  |
| --- |
|      |

1. **How many staff (full time equivalent) and volunteers do you have?**

|  |  |
| --- | --- |
| Staff |      |
|  |  |
| Volunteers |      |

1. **Please tell us which other, if any, Black Country Building Better Opportunities strands your organisation is involved in, and in what capacity.**

This information will help us to assess your capacity to deliver the activities you outline in Part Two.

|  |  |  |
| --- | --- | --- |
| **Strand** | **Lead Organisation** | **Delivery Partner** |
| Employment support for the over 24s | [ ]  | [ ]  |
| Targeted community approach | [ ]  | [ ]  |
| Financial and digital inclusion | [ ]  | [ ]  |

**Section 2 – Main Contact**

1. **Who should we contact if we have questions about your expression of interest?**

|  |  |
| --- | --- |
| First Name |       |
| Surname |       |
| Job title / position |       |
| Phone number |       |
| Mobile / alternative number |       |
| Email |       |

**Section 3 – Financial Details and funding history**

1. **What is your organisation’s current financial position?**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Accounting year ending | Day |    | Month |    | Year |      |
| Total income for the year | £ |       |
| Total expenditure for the year | £ |       |
| Surplus or deficit at the year-end | £ |       |
| Total savings or reserves at the year-end | £ |       |

1. **Please give details of your current two largest funding streams (or those held in the last three years).**

**Funder one**

|  |  |
| --- | --- |
| Funder / Organisation |       |
| Project Details |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Total Value | £       | Value per year | £       |

|  |  |  |  |
| --- | --- | --- | --- |
| Start date |       | End / anticipated end date |       |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Funding relationship | [ ]  | Directly funded | [ ]  | Subcontractor |

**Funder two**

|  |  |
| --- | --- |
| Funder / Organisation |       |
| Project Details |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Total Value | £       | Value per year | £       |

|  |  |  |  |
| --- | --- | --- | --- |
| Start date |       | End / anticipated end date |       |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Funding relationship | [ ]  | Directly funded | [ ]  | Subcontractor |

1. **Please provide contact details of one of the above funders to act as a referee.**

|  |  |
| --- | --- |
| First Name |       |
| Surname |       |
| Organisation |       |
| Job title / position  |       |
| Phone number |       |
| Alternative / Mobile number |       |
| Email |       |

1. **What is your VAT status?**

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  | VAT registered | [ ]  | Not VAT registered |

1. **In the last five years, have any of your funding contracts or grants been terminated early? If so, please provide details below.**

|  |  |
| --- | --- |
| Funder / Organisation |       |
| Project Details |       |
| Value |       |
| Reason(s) for early termination |       |

|  |  |
| --- | --- |
| Funder / Organisation |       |
| Project Details |       |
| Value |       |
| Reason(s) for early termination |       |

Continued…

**Section 4 – Organisational standards**

All delivery partners will need to hold the following policies and proceedures:

|  |  |
| --- | --- |
| * Code of conduct/ethics
 | * Fraud protection
 |
| * Whistle blowing
 | * Equality and diversity
 |
| * Safeguarding (child and vulnerable adults)
 | * Environmental and sustainability
 |
| * Recruitment and personnel
 | * Disciplinary and grievance
 |
| * Complaints and harrassment
 | * Information security / Data Protection
 |

Organisations will also need to hold the following minimum insurance cover:

|  |  |
| --- | --- |
| * Employer’s Liability (£10m)
 |  |
| * Professional Indemnity (£5m)
 |  |
| * Public Liability (£10m)
 |  |

1. **Please tick to confirm your organisation:**

|  |  |
| --- | --- |
| [ ]  | has all the policies, proceedures and insurances listed above in place |
| [ ]  | Commits to the cost of ensuring all of these policies, proceedures and insurances are in place prior to the start of any funding agreement |

1. **Please tell us about any quality standards you hold or are working towards**

|  |  |  |
| --- | --- | --- |
| **Standard** | **In place?** | **Anticipated completion date** |
| Investors in People | [ ]  |       |
| Investors in Volunteers | [ ]  |       |
| Positive About Disability | [ ]  |       |
| Matrix | [ ]  |       |
| PQASSO | [ ]  |       |
| Customer First | [ ]  |       |
| ISO 9001 (Quality Management Systems) | [ ]  |       |
| Other local or national toolkit or quality standard, please specify: | [ ]  |       |
|       | [ ]  |       |
|       | [ ]  |       |

**Part Two: About your project activities**

**Section 5 – Project details**

1. **Which Local Authority area(s) will your project activites take place in? (tick all that apply)**

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  | Walsall | [ ]  | Wolverhampton |

1. **How much will your project cost and how long would you like it to run?**

We are seeking expressions of interest for projects costing up to £150,000 (up to £50,000 a year). Please be realistic about the amount of funding you request.

|  |  |
| --- | --- |
| Number of project years |       |
| Costs per year | £      |
| Total project cost | £      |

**Continued on the next page.**

1. **Tell us about the project activities you intend to deliver and how these will have an impact in meeting the outputs specified in the Family Poverty project outline. (750 words)**

By ‘project’ we mean the activities you plan to carry out using this funding. Be specific about what you will do, how you will do it and who, and how many people will benefit. If you intend to work in partnership with others to directly deliver your project, tell us what each partner will do.

|  |
| --- |
|       |
| How many people per year will your project seek to work with? |       |

1. EU funding rules require consortia who wish to be delivery partners to be legally consituted. If you are applying as a consortium and are not legally consititued, each individual organisation in your consortium must submit a separate Expression of Interest.

|  |  |
| --- | --- |
| [ ]  | We are applying as a consortium and confirm our consortium is legally constitued |
| [ ]  | We are not applying as a consortium |

1. If you are applying as a consortium, please list all the members of your consortium below:

|  |
| --- |
|       |
|       |
|       |
|       |
|       |
|       |
|       |

1. **What areas will you focus on? (300 words).**

We are specifically seeking project activity to take place in Walsall and Wolverhampton. Give the main areas (e.g. wards) where the people who will benefit live or are based. Tell us about the evidence you have used to select these areas as the focus of your project.

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|       |

1. **How will your project build on or improve overall provision for Family’s in Poverty including Troubled Families? (300 words).**

Explain how your project will join up with and enhance the services or activities run by others working locally. This could include services delivered by statutory, community and voluntary sector or private sector organisations.

|  |
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|       |

1. **How will your project impact on the environment, economy and people’s living conditions? (250 words).**

Explain how you’ll use resources effectively and in a sustainable way. This may include creating less waste, saving energy, recycling, sourcing goods and services locally and using environmentally sustainable materials. (This questions responds directly to the requirements of EU Funding)

|  |
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|       |

**Section 6 – Experience and capacity**

1. **What experience do you have of delivering projects like the one described above? (750 words)**

Tell us about your previous experience of delivering the type of activities you’ve specificed and working with the target groups identified. Give examples of your work which show how your organisation has experience of working within these target groups to improve social inclusion and achieve the outputs specificed in the project outline. Explain how your organisation has knowledge of and reach into the communities you wish to target and the evidence you have that these approaches have worked.

|  |
| --- |
|       |

1. **How will the people who will benefit from your project be involved in developing and running it? (250 words)**

Explain how you involve, or will involve, the people who will benefit as you’ve developed your plans. Tell us how they will continue to input and have a say in the ongoing delivery of the project.

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|       |

1. **What experience does your organisation have of managing external funding and working in partnership to deliver specified outcomes and outputs? (300 words)**

Give details of previous funding you have delivered and monitored against, including EU Funding and provide examples of past partnership working, including working with existing mainstream services.

|  |
| --- |
|       |

1. **What support do you feel you will need from a lead organisation? (200 words)**

In addition to providing overall programme management for the complex Building Better Opportunities programme, we also intend to offer additional support to those who are delivering activities as part of our partnership. Please tell us what support you feel your organisation might benefit from. This might include support to develop your capacity in specific areas.

|  |
| --- |
|       |

**Part 3 – Declaration**

By submitting this expression of interest we confirm that:

[ ]  all the information contained in this form is accurate and correct

[ ]  we agree to the referee named in this expression of interest being contacted

[ ]  we agree that information in this form may be shared with our stakeholders and partners as part of our decision making process

[ ]  we understand that completing this form is not a guarantee of receiving funding

[ ]  up to the stage of signing a formal exclusivity agreement we may withdraw this expression of interest at any time in writing

|  |  |
| --- | --- |
| Name |       |

This should be a Company Director, Trustee or senior manager on behalf of the organisation.

|  |  |
| --- | --- |
| Job title / position |       |

Closing date for submitting expressions of interest is **5pm, Thursday 4 February. Expressions of Interest received after this time may not be considered.**

We will only accept forms electronically which should be emailed to info@blackcountrytogether.info with the heading “BBO Round 2 Expression of Interest”.

If you require further information please contact us via the email addresses above.

**End of form.**